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| Delegation Log | **Site information** |
| **Project No:** |  |
| **Site ID:** |  |
| **Principal Investigator:** |  |

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| **Delegated Tasks** |
| **1. Patient information and informed consent** | **5. AE/SAE evaluation & reporting** | **9. Blood sample collection and processing** | **13. Managing regulatory & EC documents** |
| **2. Determine subject eligibility** | **6. IMP handling & dispensing** | **10. Shipment of laboratory samples** | **14. Maintain documentation in ISF** |
| **3. Physical examination and medical history** | **7. Documentation in medical records** | **11. CRF/eCRF data entry and corrections** | **15. Other,** |
| **4. Performing study assessments** | **8. Randomization** | **12. CRF/eCRF sign off** | **16. Other,** |

| Name of study personal | Role | Delegated tasks (see above) | Initials | Signature | Start date(TT-MM-JJJJ) | End date(TT-MM-JJJJ) | PI initials |
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|  | Principal Investigator |  |  |  |  |  |  |
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| PI signature\*: |  | Date: |  |

\*Log to be signed and dated by PI at end of study.